

TO: Town Plan Commission/Town Board
FROM: Lisa Potswald
RE: Monthly Report
DATE: April 1, 2016 through April 31, 2016
 Prepared on May 4, 2016

I. Permit Applications Approved and Issued:

| NAME | DATE RECEIVED | PROJECT ADDRESS | PERMIT TYPE | C= County T= Town | STATUS |
|---------------------|---------------|-------------------|-------------------|----------------------|--------|
| Crofoot, Dan/Jolene | 4/4/16 | No Address | Road | T | |
| Erickson, Evan | 4/15/16 | 267 Voyageur Lane | Accessory renewal | T | |
| Sebranek | 4/19/16 | 516 Capser | Accessory | C/T | |

II. Certified Survey Maps

None.

III. Permit Applications in Progress:

| NAME | DATE RECEIVED | PROJECT ADDRESS | PERMIT TYPE | C= County T= Town | STATUS |
|------------------|-------------------------|-------------------|--|----------------------|--|
| Nelson, Greg | 3/30/16 | 631 Middle Road | Conditional Use | T | Waiting for TPC recommendation |
| Nelson, Greg | 3/30/16 | 638 Miller Farm | Conditional Use | T | Waiting for TPC recommendation |
| Maciejewski | Not yet | 1590 North Shore | Addition | C | Need application and check |
| Pugliese, Nicole | Not yet | 2800 North Shore | Accessory | C | Waiting for permit application |
| Lemke | 10/16/13 | Miller Farm Road | Driveway, fire number | T | Reviewed siting with DNR on 5/29/14; wetland delineation required |
| Slater/McCue | 1/20/11 | 1268 Big Bay Road | | C | Waiting for shoreland restoration plan per DNR requirements. Apply for all new permits |
| LaDuke, Winona | 4/28/12 (incomplete) | Middle Road | Land Disturbing Activity, Accessory (x2), Camping Unit | T | Permits for driveway received 12/15 |

| | | | | | |
|-----------------------|-----------|-------------------|------------------------------------|---|----------------------------------|
| Bergeon, Susan | 6/14/2013 | 2635 Big Bay Road | Principle, sanitary Special use | C | Waiting for sanitary application |
| Stern | 9/4/14 | 4327 Chippewa | Principle, Sanitary | C | Waiting for application/fees |

IV. Permit Applications Denied/Revoked:

None.

V. Violations

None.

VI. Fire Numbers Issued

None. I have the fire number maps and we will get to that project as soon as we can.

VII. Correspondences: Letters/MEMO to

| TO | DATE | PROPERTY | REGARDING |
|---|----------------------|------------------------------------|------------------------------|
| D. Crofoot | 4/4/16 | 014-00206-2810 | Building road to property |
| Donohue | 4/6/16 | 761 Main Street | Moving structure |
| G. Nelson | 4/7/16 | 631 Middle Road 638 Miller Farm | Conditional Use permits |
| Allen, Bell St., Cherry, Coleman, Saumweber, Lemke, MIWP, Owen, Wakem | 4/8/16 | 638 Miller Farm | Regarding CA Nelson CUPs |
| MISA, Brummer, HRA, Lohmen, Marchetti, Naumann, Nelson, Santay, Springer, Strandine, Syzmanski, Theune | 4/11/16 & 4/29/16 | 978 Middle Road | Regarding MISA CUP amendment |

VIII. Complaints Received About

None.

IX. Public Information Requests

None.

X. Revenue and Expenditures for the Previous Month

| | Mar 2016 | % | Apr 2016 | % | May 2016 | % | June 2016 | % | Jul 2016 | % | Aug 2016 | % | 2016 BUDGET |
|-------------------------|-------------------|-----------|-----------------|----------|-----------------|----------|------------------|----------|-----------------|----------|-----------------|----------|--------------------|
| Expenditures | \$8,389.00 | 18% | | | | | | | | | | | \$46,354 |
| Revenue: | | | | | | | | | | | | | |
| Building permits | \$836.00 | 20% | | | | | | | | | | | \$4,000 |
| Revenue: Zoning permits | \$235.00 | 2% | | | | | | | | | | | \$13,000 |
| REVENUE TOTAL | \$1,071.00 | 6% | | | | | | | | | | | \$17,000 |

XI. New Business

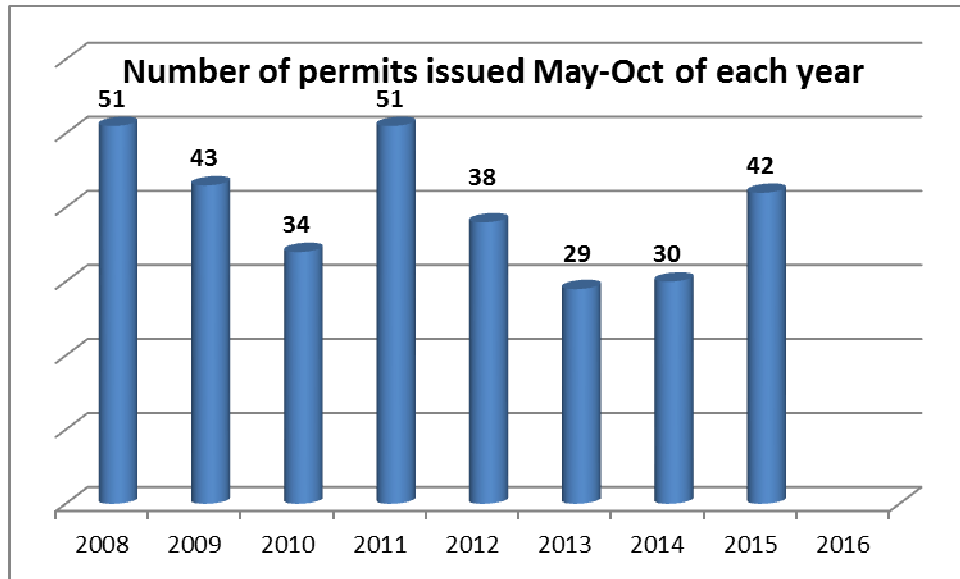
None.

XII. Old Business

Planning and Zoning Department priorities for the next month:

- Work with property owners and agents on projects and issue permits.
- Fire number project
- Develop filing system for contracts and grants
- Clean Town Hall Basement
- Clean and organize ordinance files by year
- NR 115 changes and others to Zoning Ordinance
- Develop ordinances as prioritized by the Town Administrator:
 - Roads to come
 - Driveways to come

XIII. STATISTICS



The chart at the left shows the number of permits issued in the months of May through October of each year since 2008. The average number of permits issued between May and October is 40. The most permits per year were issued in 2008 and 2011.

This includes both county and town permits but does not include rental permits.